



SOUTH THORNLIE REDSOX SOFTBALL CLUB INC.

BYLAWS (as amended from AGM 2023)

1. Name of club shall be South Thornlie Redsox Softball Club Incorporated
2. The Club adheres to the Constitution of Softball WA. where applicable except where in direct contradiction to these bylaws.
3. Bylaws shall only be amended at an AGM or SPECIAL General meeting.
4. At all General meetings (including AGM) of the Club,
 - a. Senior financial members shall have only one (1) vote. Proxy & postal votes shall not be allowed.
 - b. Parents of Junior financial members have voting rights as follows:-
 - For one junior member, one parent will have one vote
 - For two or more junior members of the same family, both parents may vote, i.e. two votes are permitted

5. QUORUM

- a) A quorum at any General meeting shall comprise at least sixteen (16) persons consisting in total of senior financial members and/or parents of junior financial members, who have voting rights as defined in By-Law 4(b).
- b) A quorum at Committee meetings shall be five (5) including at least three (3) Executive members.
- c) Registered junior/sub-junior players for South Thornlie Redsox will not be included in the percentage required for a quorum, but will still be entitled to voting rights.

6. General Meetings

An AGM shall be held in August each year at which time a Committee will be elected for a twelve (12) month term.

7. MANAGEMENT COMMITTEE

- a) At the AGM on standing orders being dropped, all positions shall be declared vacant and all duly elected positions to take office forthwith.
- b) The committee to consist of :
 1. President.
 2. A Vice President for each sub-section of the club. ie, one for men, one for women, and one for juniors. If there are no teams registered in that association then that Vice President becomes a general committee member.
 3. Secretary.
 4. Treasurer.
 5. Registrar.
 6. Four (4) committee members.
- c) Property & uniform officer to be appointed from within committee.

- d) Executive committee to consist of President. Vice Presidents, Secretary, Treasurer & Registrar.
- e) Delegates to Association meetings to be appointed from within committee.
- f) All duly elected members of the committee of said Club shall conform with & not come into direct discordance with the bylaws.
- g) Any two (2) of three (3) of the executive committee to sign cheques. Husband & wife not to be included in these 3 signatories.
- h) All Management Committee members shall have one (1) vote at said meetings.
- i) Parents of junior financial members who have voting rights as defined in By-Law 4(b) are eligible for election to Management Committee.
- j) Guests or visitors at Committee meetings (including Executive meetings) have no voting powers at said meetings.
- k) Outgoing Committee to assist incoming Committee in transition of duties.
- l) An auditor shall be appointed at the AGM.

8. SOCIAL COMMITTEE

Shall be appointed by Management Committee and shall be responsible to same.

9. LIFE MEMBERSHIP

- a) Members may nominate Club Members for Life Membership by correspondence at least 3 weeks prior to AGM.
- b) Committee to verify they meet one (1) of each of the following Criteria
 1. Minimum Membership 15 years
 2. 1 of the following 3
 - 7 Years on the Committee
 - 10 years Coach
 - 3 Years Executive Committee
 3. 1 of the following 2
 - 300 Game Milestone
 - Services rendered to the club excluding 1 & 2 above.
- c) Only one (1) member per year may be elected from the nominations for life membership by members at the AGM

10. Financial year shall end on 30th June each year.

11. Club logo badges are to be part of official uniform.

12. The Club will award a cloth badge to players in recognition of 50. 100. 150 games etc.

13. FEES

- a) Membership & registration fees shall be set at the AGM.
- b) Nomination fee (ie. deposit on membership & registration fees) of fifty (\$50) dollars must be paid.
 - on registration, or
 - max 5 days after online registration

Failure to comply will require complete re-submission of registration

- c) 50% of playing fees must be paid before the first playing game or the member will be deemed unfinancial (thus ineligible to play).
- d) All fees must be paid before third (3rd) game of season or member will be deemed unfinancial (thus ineligible to play).
- e) Payment Plans will be at the discretion of the Management committee. They will not be available after 3rd week in March except in extreme special circumstances.
- f) If registered players exceed the number required, preference to be given in order of receipt of nomination fee.
- g) If playing numbers are to be increased during season for whatever reason, incoming members have three (3) weeks to pay fees set by Club with registration fees based on pro-rata games as determined by Management Committee.
- h) Membership of Club is for twelve (12) months from due date as follows:

Ladies - 1st Sept
Men - 1st March

- i) Players still eligible to play Juniors, but playing full time in Seniors, must pay full membership & Senior registration fees.
- j) Players must pay 50% of uniform cost before a uniform will be ordered and the remaining 50% before uniform is issued. No monies will be refunded if a player withdraws after the uniform has been ordered.

14. REGISTRATION AND TRAINING

To begin eight (8) weeks prior to season commencement.

15. TEAM SELECTIONS

- a) Should be left to the appointed Selection Committee with four (4) weekly review if required by coaches. Team selections should be done as soon as practical.
- b) Finalisation of number of teams to be decided by the time nominations are due with the appropriate Association.
- c) Recommended maximum of twelve (12) players per team but may be increased to thirteen (13) if team members are in agreement.

- d) Preference to be given to No. 1 team - one up one down is selection basis
- e) Senior players are to be given preference over Juniors (determined by registration fees paid). Juniors are not excluded from playing Seniors if vacancies exist. Juniors playing Seniors & paying Senior fees cannot play Juniors to the exclusion of another eligible Junior (can only play Juniors if vacancy exists). If a junior player nominates to play junior and senior competition, at the beginning of the Season, then he/she must pay both junior and Senior fees, unless it is requested by the club due to a lack of players in either juniors or seniors.
- f) Fully financial players shall be given preference and every opportunity to play before recruitment of new players.
- g) Requests for Junior players to "fill in" for Seniors must go via the Junior Development Officer (or in his/her absence, the President).
- h) If any player can show due cause for objection to selection decision it may come under review of the Executive Committee. Players may make formal request through any Executive Committee member for meeting at earliest convenience of Committee, but within two (2) weeks of request.
- i) If Coaches are unable to compromise over agreement on selection, a selection committee may be appointed by Management Committee, comprising of three (3) in addition to Coaches.
- j) Coaches shall endeavour to give equal playing time to all members in games over the season provided players attend training or can show just cause for non-attendance. No allowance to be made in playing time if player makes him/herself unavailable e.g. holidays. Coaches to keep records of each player's playing time - to be made available to player on request.
- k) In finals, coaches have the option of selecting their strongest team. Coaches using this option must advise players at the start of the season so each individual has the opportunity to press for finals selection. Coaches must adjust playing time for affected players in lead up games to conform with No. 15 (j).

16. TROPHIES

- a) A Most Valuable Player and Runner Up shall be awarded according to votes allocated from three (3) different sources throughout the season as follows:
 - 1) Coach's choice - coach may do one (1) voting slip personally or allocate slip to a spectator on our own bench.
 - 2) A spectator on the opposing bench.
 - 3) An umpire.

NOTE: MVP is not necessarily the Fairest & Best but is the player who makes the most valuable contribution to the team on the day.

- b) All vote cards to be allocated prior to commencement of game by the coach or his nominated person.
- c) SENIORS - a third award shall be the Coach's choice, JUNIORS - a third & fourth award shall be Coach's choice.

- d) The serving committee, in liaison with coaches, shall decide upon any other awards during their term of service.
- e) Each member of a grand final team to receive a memento medallion or equivalent.
- f) Vote counting to be conducted by team coaches, President & Registrar within two (2) weeks after final qualifying game.
- g) A shut out trophy will be awarded to any Redsox pitcher who pitches the entire game holding the oppositions score to nil (0).
- h) A grand slam trophy will be awarded to any Redsox batter hitting an error free, loaded bags home run.

17. PRESIDENT- DUTIES

- a) Provide leadership & guidance to the Club Committee & Members.
- b) Shall be chairperson of all meetings of the Club & shall have casting vote only. If President elects not to vote, a tied motion is lost.
- c) Represent the Club on behalf of Management Committee in dealings with Members and on behalf of Members in dealings with other organisations & individuals.
- d) Where ever possible directions must be sought from Management Committee (or at least Executive) as the President is answerable for his decisions to Committee & the Members.
- e) Ensure all motions moved & carried by the Committee or Members are abided by.
- f) Shall preside over Coaches meeting for initial team selections.
- g) Has the power to call a Special meeting of the Executive or Management Committee or Special General meeting of all members at his discretion.

18. VICE PRESIDENT/S- DUTIES

- a) Support the President in the performance of his/her duties.
- b) Act for the President in his/her absence (including chairperson of meetings).
- c) Be prepared to take on other duties as determined by the Committee.
- d) Each Vice President are to liaise with the committee on all activities of their part of the club.
- e) Each Vice President of the club are to liase with their sections members, under the direction of the President and the committee.

19. SECRETARY - DUTIES

- a) Shall keep a true & correct record of all minutes & resolutions passed at all meetings and provide copies of same at next relevant meeting.
- b) Perform all clerical work (including correspondence) of the Club.
- c) Act upon any decision of the Club as properly directed by the President, Executive or Management Committee.
- d) To have custody of all Club documents & records under his/her control.
- e) In absence of Secretary, any Committee Member may be appointed to act on his/her behalf for the duration of the meeting.
- f) Retiring Secretary shall forward all books & property (as per (d) above) to the incoming Secretary within fourteen (14) days of his/her retirement.

20. TREASURER - DUTIES

- a) Shall be over eighteen (18) years of age.
- b) Receive & take charge of all monies of the Club and deposit same into the Club cheque account regularly.
- c) Keep a true & correct record of all monies received & expended by the Club.
- d) Shall prepare & submit to all Committee meetings, a written statement of total receipts & expenditure (including balance sheet) to date of said meeting.
- e) Shall prepare & submit to the Club Auditor a statement of receipts & expenditure, including balance sheet, for the financial year and submit same audited statement at the AGM of the Club.
- f) Ensure that all accounts due against the Club are paid within the times prescribed by the creditors.
- g) Shall pay all Club accounts by cheque.
- h) Maintain records of the Clubs assets (including property).
- i) Maintain accurate records of financial standing of all Members of the Club.
- j) Liaison with Uniforms Officer to prepare & present accounts to Members for uniform costs & outstanding fees.
- k) Make recommendations to the Committee regarding management of Clubs assets including investments & term deposits.
- l) The retiring Treasurer shall forward all books & property of the Club to incoming Treasurer within fourteen (14) days of retirement.

21. TREASURER GUIDE-LINES

- a) Receipts should not be overwritten or altered. If error occurs receipt should be cancelled and original & duplicate retained in the book.
- b) Refunds - once receipt details are entered in the cash book, refunds must be by cheque (Cash refunds can only be made if original receipt & duplicate are cancelled and retained in receipt book and details have not been entered in cash book).
Investment account.
 - 1) Transfer of funds from Investment A/C to Cheque A/C must be receipted & entered in the cash book.
 - 2) Transfer of funds from Cheque A/C to Investment A/C must be by cheque & recorded in expenses book.

22. REGISTRAR- DUTIES

- a) Shall keep an accurate record of all players (past & present) of the Club, including birth dates of all players under 18 yrs of age.
- b) Ensure Association Registrars sight birth certificates of new Junior players.
- c) Ensure player's clearance applications are checked for financial standing with the Treasurer before being granted.
- d) Shall keep a record of official number of games played by Club members.
Scorebooks to be collected by Registrar at completion of season.
- e) In liaison with coaches ensure 50, 100, 150 etc game badges are awarded at appropriate time. NOTE: President should be involved in presenting 100 & upward badges.
- f) Submit Registration forms/team lists/players under 18 yrs of age & supporting letters for grading to appropriate Association.
- g) Provide Executive Committee with details (address, telephone no, etc.) of all members for appropriate season.
- h) Provide Coaches with list of players ASAP at commencement of each season.
- i) Contact previous season's members who do not show up on registration day to determine:
 - 1) If intending to play in current season.
 - 2) If not do they wish to sell their uniform through the Club.
 - 3) Refer these ex-members (as per 2) to Uniforms Officer & provide him/her with list of same.

23. PROPERTY OFFICER - DUTIES

- a) Shall have control of all Club property & submit inventory (in liaison with Treasurer) to Committee as required.
- b) Conduct audit of Clubs property in between seasons.
- c) Responsible for ordering new equipment under direction of Management committee (with due consideration to obtaining the best price) & ensuring all accounts (including purchases on behalf of Members) are forwarded to the Treasurer.
- d) Responsible for arranging repair of equipment as required.

24. UNIFORMS OFFICER- DUTIES

- a) Liaison with players in the ordering of uniforms using appropriate form in duplicate - 1 copy for Club, 1 copy for player.
- b) Ensure \$20.00 nomination fee and 50% uniform deposit have been paid prior to placing orders with the supplier.
- c) Provide Treasurer with details of players orders and relevant costs so accounts can be presented to players. Advance notice required if possible to enable accounts to be presented with uniforms.
- d) Responsible for distribution and retrieval of Clubs' Junior tops to players in appropriate season. Responsible for maintenance of same.
- e) Maintain accurate records of all uniforms and associated accessories held by the Club.
- f) Maintain accurate records of uniform numbering to avoid duplication with past members.
- g) Responsible for co-ordination of sale of second hand uniforms on behalf of members (members to determine pricing). Registrar to provide details of ex members wishing to sell uniform through the Club - accurate records will need to be maintained i.e. sizes, owner, pricing.
- h) All monies to come through Treasurer for receipting. All payments to past members to be by cheque. NOTE: Club does not usually buy second hand uniforms - only acts as medium for member.

25. COACHES - DUTIES

- a) Shall be appointed by Committee as soon as possible.
- b) Coaches duties to be decided by Committee if not specifically covered by Bylaws.
- c) Guest attendance at all Management Committee meetings as representatives of their team.
- d) In charge of training sessions.
- e) Coaches decide training times subject to availability of grounds appointed by Council ruling body:
- f) Shall roster umpiring duties for their team - base & plate. Where umpiring duties are not met, incurred fine to be paid by rostered player. Such players are considered unfinancial until fine is paid.
- g) During season, Coaches assume control & responsibility for playing equipment issued to his/her team.
- h) Coaches must fulfill their obligations regarding Bylaws for "Team Selections" & "Trophies" -in particular Bylaws 16(f), 16(j), 16(k), 17(a), 17(b).
- i) Coaches to appoint team manager to collect ball fees & wind up money from players.
- j) Coaches to advise Registrar of changes in playing personnel, particularly before new recruits play, so appropriate fees are paid and registration is done.
- k) If any Coach does not conform to Club Bylaws, the Management Committee will decide appropriate action.

26. JUNIOR DEVELOPMENT OFFICER DUTIES

- a) May be appointed by Committee & shall be responsible to same.
- b) Abides by all STRSC bylaws & policies.
- c) Maintain loyal & fair conduct to all STRSC Committee. Coaches. Members & supporters.
- d) Liaise with Junior Coaches for :
 - 1) their requirements in regard to Juniors including upgrading the standards of all Junior players.
 - 2) any non-fixtured game requirements such as carnivals, scratch matches. Association trials, wind ups & advise all concerned (Coaches. players & parents) in writing regarding same.
- e) In liaison with Junior coaches arrange further development of Junior players by:
 - 1) organising pitching & batting clinics.
 - 2) organising field & game clinics.
 - 3) ensuring correct field etiquette & disciplined conduct (correction to be done through Coaches).

- 4) instruction in responsibility for STRSC. their own & other players equipment.
- f) Liaison with Senior Coaches when Junior players are required to "fill in" for Senior games.
- g) Liaison with Senior Div.1 players to attend & assist occasional Junior training sessions.
- h) Ensure that any Junior player or parent enquiry goes through the Coach of the respective team.
- i) Attend as many Junior games as possible so as to meet the requirements of the position.
- j) Attend monthly Committee meetings & submit a written report of progress, future programs & possible recommendations to the Management Committee.

27. CLUB EXPECTATIONS OF MEMBERS

Abide by and support all STRSC Bylaws & policies.

Support the elected President. Committee & appointed Coaches in the performance of their duties.

- a) Promote STRSC through Club loyalty. equal consideration & integrity to all fellow Members (including Juniors), supporters, opposition teams and umpires.
- b) Give maximum support to all social & fund raising activities of the Club.
- c) Attendance & exercising of voting rights for election of office bearers at the AGM of the Club.
- d) To pay all membership & uniform fees at or before the required times as determined by the Club Bylaws:
 - 1) Membership on registration.
 - 2) Registration fees one (1) week prior to season commencement.
 - 3) Uniform deposit with order - remainder on supply of uniform.
- e) Be responsible for the care of STRSC and other members' equipment.
- f) Attend regular training sessions set by Coaches.
- g) To promote and maintain a high on and off field etiquette standard.
- h) Meet commitments of team duties as rostered by Coaches i.e. umpiring, bar & canteen. NOTE: any fines to be paid by rostered player.
- i) Any queries should be directed initially to Coach but failing satisfaction, may be in writing through any Committee member.
- j) Support other Redsox games where ever possible to enhance Club spirit.

- k) Suspended players being put on a bond via an association will be required to deposit the full amount of the bond to the Redsox should they wish to continue playing. Once the bond is lifted it will be fully refunded to the player. Should the player not wish to pay the bond they will be deemed unfinancial and will not take the diamond until the bond has expired.

28. INSPECTION OF RECORDS, ETC. OF ASSOCIATION

A member may at any reasonable time inspect without charge the books, documents, records and securities of the Association.

